



August 19, 2021

Dear Offeror:

**ADDENDUM NUMBER 001**

**SOLICITATION NUMBER: 350961**

Hanford Mission Integration Solutions, LLC. (HMIS) hereby amends Solicitation No 350961

**Solicitation:** Posts Q&A for Solicitation

- 1) Could you provide an estimate on the number of on-site services? If at all possible, could you provide further details regarding on-site requirements (weekly, monthly, as requested)?
  - a. In the current COVID posture, on-site services are expected to be conducted as requested. In times where on-site interface is not necessary, work can be conducted at the Subcontractors facility. At the conclusion of the COVID posture, services may be moved on-site.
  - b. This work will support various organizations across HMIS on an as-needed, as-requested basis. As a result, HMIS cannot predict how many requests for this service will be needed.
- 2) Meetings: at this time, have meeting (Kick-off, progress, organization) attendance requirements been specified (virtual, on-site)?
  - a. Meetings may be held both virtually and on-site.
- 3) Are there further details that can be provided to allow us to evaluate the effort required?
  - a. HMIS assumes between 3,000 to 4,000 hours will be needed annually. However, this work will be performed on an as-needed, as-requested basis and therefore HMIS cannot guarantee the number of hours needed of number of requests that will be received.

Information regarding the submission of a proposal is contained in the attached Solicitation.

Proposals are to be prepared in accordance with the instructions and conditions set forth herein. Proposals are to be received by **COB on Friday, August 27, 2021.**

All questions are to be directed to the Contract Specialist. All proposals are subject to the terms and conditions set forth herein. Any exceptions, deviations, or omissions may be grounds for rejection of proposals submitted.

HMIS looks forward to your response.

Thank you,

Contract Specialist  
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